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Ju: OCI

DDI-2347-69

9 AUG 1969

MEMORANDUM FOR: Deputy Director for Intelligence

THROUGH   : DDI Planning Officer

SUBJECT   : Request for Approval of OCI/OSR ADP
                 Project (SALT)

1. Problem

The anticipated strategic arms limitation talks
between the US and the USSR should be getting under way
next month. Material generated by the meetings, which are
expected to be lengthy, will build up to a large volume,
much of it tightly controlled. On the basis of past
experience, OCI and OSR will be expected to retain and be
able to retrieve rapidly references to the positions of
the participants on certain issues--who said what to whom
and at what time.

2. Current Method

At present OCI/OSR analysts working on current Soviet
problems depend chiefly on their memories and on standard
hard-copy filing systems. To date this approach has been
adequate, but when the two-power talks get under way the
volume of information and the complexity of the problem
will rapidly increase and fast, complete, and accurate
responses to inevitable requests for analyses of develop-
ments will become increasingly difficult if not impossible.
Moreover, the task will be further complicated by the
receipt of substantial amounts of restricted dissemination
material which can be read by only a few persons and can-
not be reproduced.

Once the talks begin, we cannot depend on memories or
hard-filing systems. We are certain that the problem can
be handled effectively with computer support. Our con-
viction stems from the success we have had (and are still
enjoying) with computer storage and retrieval of information
concerned with ██████████████

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3. Proposed Method

a. Selected OCI/OSR analysts will process for current analysis pertinent reporting on the talks. They will simultaneously designate passages for machine filing, including passages from restricted dissemination material. They will assign topic headings to their extracts on Form 2729 and forward them to OCS for computer input through the optical page reader. As pertinent, OCS will furnish OCI and OSR with a list of topics which have been randomly input, for query use and as a basis for deriving a standard topic list eventually. Output will consist of a list of extracts selected topically and, if required, by date.

b. It is estimated that there will be about 250 extract units, i.e. individual sheets of Form 2729, monthly.

4. Advantages of Proposed Application Over Current Method

a. Machine cross-filing and correlation by topic is far more efficient than the current process of hand-filing and cross-filing.

b. Duplication of hard copy items for cross-filing would be eliminated. This is an especially critical problem for limited distribution items whose duplication is prohibited.

c. Large volume storage of material and rapid retrieval of information would be accomplished with minimum demands on professional manpower.

d. Compilation of requested data by machine would be accomplished in readable printed format, eliminating laborious manual assembly and some manual typing required under the present method.

e. Machine-filed material would be readily available at all times. Arrangements will be made with OCS for access to machine files for short deadline service during off-duty hours as occasions demand.

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5. Estimate of Resources

   a. Development

      (1) Personnel
          (a) OCI/OSR: Negligible: no more
                       than two man-weeks.

          (b) OCS   : Since the OCI Retrieval and
                       Display System will be used,
                       development time is
                       essentially that required
                       to train a new person in
                       the use of the system.
                       One man-day is estimated
                       for this.

      (2) Machine
          (a) OCS   : None

   b. Maintenance

      (1) Personnel
          (a) OCI/OSR: Two professionals full
                       time and one typist part
                       time.

          (b) OCS   : Four hours per week.

      (2) Machine
          (a) OCS   : This is dependent on
                       the volume of input to
                       the file and the fre-
                       quency of retrieval from
                       the file. Estimates are:

                       For each input run:
                       10-15 minutes on CDC 8092
                        5-8 minutes on IBM 360/65

                       For each retrieval run:
                       3-5 minutes on IBM 360/65

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6. Degree of Urgency

Immediate. Although the talks probably will not begin until September, it would be advantageous to machine-file background material presently available.

7. ADP Plan

This type of application is included in OCI's five-year ADP plan.

8. Outlook

It is essential to the success of this program that NODIS material be made available to the OCI/OSR analysts and that extracts from this material be introduced into machine input/storage/output. This was approved for the NODIS material on ▮▮▮▮▮▮▮▮▮▮ and has posed no security problems.

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No estimate can be made of the life of the project since it depends on the duration of the talks. They could be carried on for months or even for a year or more.

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E. DREXEL GODFREY, JR.
Director of Current Intelligence

Approved:

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1 2 AUG 1969

Deputy Director for Intelligence

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